

VIDEO TRAINING RECORD			
VIDEO TITLE Forklift Instructor Training - A New Approach	VIDEO ID NUMBER 1002GE		
<p style="text-align: center;">KEY TEACHING POINTS OF THE VIDEO</p> <p>Employees must be trained and authorized to use a forklift. The operator is responsible for safe operations. Engineering Principles (Use the data plate to determine load capacities)</p> <div style="display: flex; justify-content: space-around;"> The Lever Principle The Center of Gravity The Stability Triangle </div> <p>Operating Rules</p> <ol style="list-style-type: none"> 1. Give full undivided attention to the job. 2. Do not smoke, eat, or drink during use. 3. No riders. 4. Do not speed. 5. Never drive with a raised load. 6. Carry load low (4-6" above floor). 7. Drive in reverse when vision obstructed. 8. Honk horn when driving around blind corners. 9. Use special care when driving around pedestrians. 10. Don't allow anyone to walk under raised loads. 11. Parking <ol style="list-style-type: none"> a. Lower forks. b. Set parking brake. c. Turn off engine. 12. Stay away from the edge of loading docks. 13. Use stabilizing jack on trailers. 14. Have adequate lighting. 15. Use dock plates. 16. Drive up ramps, back down. <p>Operator Maintenance</p> <ol style="list-style-type: none"> 1. Check vehicle daily. 2. An unsafe vehicle* is one with poor <ol style="list-style-type: none"> a. Brakes b. Horn c. Parking brake d. Steering 3. Check fluid levels. 4. Make sure battery is charged. 5. Shut off motor when refueling or recharging batteries. 6. Use eye/face protection. 7. No smoking when refueling or recharging. <p>Battery Charging</p> <div style="display: flex; justify-content: space-between;"> Use personal protective equipment. Make sure charger is off when connecting. No smoking/sparks near battery. Check water level. Check ventilation. </div>			
QUESTION		ANSWERS	
		TRUE	FALSE
1 Give full attention to the job is an important forklift operating rule.			
2 Carry the load low (4-6" above the floor).			
3 Drive in reverse when vision is obstructed.			
4 Don't allow anyone to walk under raised loads.			
5 Use special care when driving around pedestrians.			
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE	
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE	